

STATE OF HAWAII
STATE PROCUREMENT OFFICE
HONOLULU, HAWAII

May 11, 2000

MEMORANDUM

TO: Agencies on All Islands
Executive Branch
Judiciary
Department of Education
University of Hawaii
Senate
House of Representatives
City and County of Honolulu
County of Maui
County of Kauai

From: Procurement Officer

SUBJECT: Change No. 6
SPO Vendors List No. 99-12 (All Islands)
Copiers and Facsimile Machines Vendors List
(RFP-99-029-OHMK)

Make the following changes to the Copiers and Facsimile Machines Vendors List:

1. Subject Vendors List, scheduled to expire on May 31, 2000, is extended for six (6) additional months. Agencies may continue to place orders with the listed vendors until November 30, 2000.

Extended period: June 1, 2000 through November 30, 2000.

All terms and conditions of the current contract/vendors list remain unchanged.

2. New machines have been added to the Vendors List. This list is not available on the SPO Homepage at this time. A copy of this listing will be forwarded to your departmental Administrative Service Office/Fiscal Office. If the listing is required, please contact your ASO or FO.

ROBERT J. GOVERNS, CPPB
Procurement Officer

STATE OF HAWAII
STATE PROCUREMENT OFFICE
HONOLULU, HAWAII

March 23, 2000

MEMORANDUM

TO: All Agencies

From: Procurement Officer

SUBJECT: Change No. 5
SPO Vendors List No. 99-12 (All Islands)
Copiers and Facsimile Machines Vendors List
(RFP-00-59-OHMK)

Effective April 1, 2000, Toshiba Hawaii Inc. (THI) is added to the Copier and Facsimile Machine Vendors list for the island of Oahu.

The following information is provided:

- a. Toshiba Hawaii Inc. is authorized to Sell and Lease Toshiba Copiers and Sell Toshiba Facsimile Machines;
- b. Direct customer service requests, purchase orders, payments, etc. to:

Toshiba Hawaii, Inc.
327 Kamakee Street
Honolulu, HI 96814
Phone: 591-8377 Sales; 591-9471 Service
Fax: 591-9472
E-mail Address: sales@toshiba-hawaii.com

Toshiba Hawaii Inc.'s price list attached.

ROBERT J. GOVERNS, CPPB
Procurement Officer

Attachment.

STATE OF HAWAII
STATE PROCUREMENT OFFICE
HONOLULU, HAWAII

November 19, 1999

MEMORANDUM

TO: All Agencies

From: Procurement Officer

SUBJECT: Change No. 4
SPO Vendors List No. 99-12 (All Islands)
Copiers and Facsimile Machines Vendors List
(RFP-99-029-OHMK)

Make the following changes to the Copiers and Facsimile Machines Vendors List:

1. Subject Vendors List, scheduled to expire on November 30, 1999, has been extended for six (6) additional months. With the exception of Danko Office Imaging, agencies may continue to place orders with the listed vendors until November 30, 1999.

Extended period: December 1, 1999 through May 31, 2000

All terms and conditions of the current contract/vendors list remain unchanged.

2. Effective October 8, 1999 Danko Office Imaging was removed from the Vendors list.
3. Effective immediately, the County of Hawaii has elected not to extend their commitment to this vendors list. Accordingly, delete all references to the County of Hawaii in the vendors list.

ROBERT J. GOVERNS, CPPB
Procurement Officer

STATE OF HAWAII
STATE PROCUREMENT OFFICE
HONOLULU, HAWAII

May 11, 1999

MEMORANDUM

TO: All Agencies

From: Procurement Officer

SUBJECT: Change No. 3
SPO Vendors List No. 99-12 (All Islands)
Copiers and Facsimile Machines Vendors List
(RFP-99-029-OHMK)

Make the following changes to the Copiers and Facsimile Machines Vendors List:

1. Subject Vendors List, scheduled to expire on May 31, 1999, has been extended for six (6) additional months. Agencies may continue to place orders with the listed vendors until November 30, 1999.

Extended period: June 1, 1999 through November 30, 1999.

All terms and conditions of the current contract/vendors list remain unchanged.

2. Pages 1 and 6. Change the Honolulu address for Xerox Corporation as follows:

700 Bishop Street, Suite 1200
Honolulu, HI 96813

3. Page 7. The first sentence under **UNIT PRICES** is replaced with the following:

Unit Prices quoted by the vendors include delivery to destination (note that a few vendors quoted additional delivery charge(s) to certain locations), installation, maintenance during the warranty period, all costs and the General Excise Tax, currently 4%, **except** where noted on the individual vendor's price pages.

4. New machines have been added to the Vendors List. Attached are the consolidated listings for the various equipment and maintenance charges.

ROBERT J. GOVERNS, CPPB
Procurement Officer

Attachment

STATE PROCUREMENT OFFICE
COPY MACHINES AND FACSIMILES VENDOR LIST

Change No.: 3

Effective Date: June 1, 1999

√ **COPIER PURCHASE & LTOP**
COPIER ACCESSORIES
√ **FAX-PURCHASE ONLY**

MAXIMUM PRICES/RATES

VENDOR	MODEL NUMBER	DESCRIPTION/MODELS	C/ F*	PURCHASE	LEASE TO OWNERSHIP PLAN**					For Islands
					12 MO.	24 MO.	36 MO.	48 MO.	60 MO.	
Canon USA	IR330S	33 PPM, Up to 120,000 copies/mo. Multifunctional	C	\$5,122.00	---	---	---	---	---	OHM
Canon USA	IR400S	40 PPM, Up to 150,000 copies/mo. Multifunctional	C	6,534.00	---	---	---	---	---	OHM
Canon USA	IR600	60 PPM, Up to 250,000 copies/mo. Multifunctional	C	16,972.00	---	---	---	---	---	OHM
Canon USA	CFXL3500IF	Speed: 6 Seconds. 4 PPM-Unlimited Volume/Mo.	F	698.00	---	---	---	---	---	OHM
Copymasters	RC-2465	65 CPM, Up to 125,000 copies/mo. Includes UDH Unit, Analog	C	11,255.79	\$1,046.37	\$574.65	\$374.43	\$298.64	\$253.39	O
Copymasters	RC-4000d	40 CPM, Up to 55,000 copies/mo. Digital	C	6,582.11	616.52	338.69	222.26	177.94	151.48	O
Copymasters	DP-2800+	28 CPM, Up to 100,000 copies/mo. Digital	C	2,067.37	193.64	106.38	69.81	55.89	47.58	O
Copymasters	Vi85	8 CPM, Up to 8,000 copies/mo. Multifunctional	C	1,887.37	176.78	97.12	63.73	51.02	43.44	O
Copymasters	RC-5000d	50 CPM, Up to 100,000 copies/mo. Digital	C	10,115.79	940.39	516.45	336.51	268.39	227.73	O
Copymasters	RC-1500df	15 CPM, Up to 15,000 copies/mo. Multifunctional	C	3,400.00	318.46	174.95	114.81	91.92	78.25	O
Copymasters	RC-2000d	20 CPM, up to 25,000 copies/mo. Digital	C	2,760.00	258.52	142.02	93.20	74.62	63.52	O

* CF C = Copiers; F = Facsimile Machines

** Monthly Rates

Change No. 3
Page 2 of 5

STATE PROCUREMENT OFFICE
COPY MACHINES AND FACSIMILES VENDOR LIST

Change No.: 3

√ **COPIER PURCHASE & LTOP**
COPIER ACCESSORIES
√ **FAX-PURCHASE ONLY**

Effective Date: June 1, 1999

MAXIMUM PRICES/RATES

VENDOR	MODEL NUMBER	DESCRIPTION/MODELS	C/F*	PURCHASE	LEASE TO OWNERSHIP PLAN**					For Islands
Hawaii Bus. Equip.	Muratec F-98	6 CPM, 3,000 copies/mo.	F	\$1,098.00	---	---	---	---	---	OHMK
Lanier	5020	20 CPM, up to 15,000 copies/mo. Digital	C	3,322.00	\$296.12	\$159.09	\$113.75	\$91.32	\$78.07	OHMK
Lanier	5025	25 CPM, up to 15,000 copies/mo. Digital	C	4,522.00	403.09	216.56	154.83	124.31	106.27	OHMK
Lanier	5235	35 CPM, up to 30,000 copies/mo. Digital	C	4,980.40	443.95	238.51	170.53	136.91	117.04	OHMK
Lanier	5245	45 CPM, up to 40,000 copies/mo. Digital	C	6,322.00	563.54	302.76	216.47	173.79	148.57	OHMK
Lanier	5265	65 CPM, up to 150,000 copies/mo. Digital	C	13,882.00	1,237.44	664.81	475.32	381.62	326.23	OHMK
Xerox	5100A	100 CPM, up to 200,000 copies/mo. Includes UDH & Finisher	C	72,110.00	---	4,232.15	291.36	2,854.06	2,574.28	OHMK
Xerox	DC220S X	20 CPM, up to 9,000 copies/mo. 32Mb, 4-tray, LAN, Walk-up Fax	C	15,735.00	---	895.92	681.06	581.19	517.29	OHMK
Xerox	DC230S X	30 CPM, up to 14,000 copies/mon. 32 Mb, 4-tray, LAN, Walk-up Fax	C	17,030.00	---	878.79	647.61	540.15	471.40	OHMK
Xerox	5760D	Color - 6 ppm, no Editing	C	12,000.00	---	560.00	380.00	300.00	250.00	OHMK
Xerox	5765D	Color - 6 ppm with Edit	C	13,000.00	---	591.00	411.00	321.00	267.00	OHMK

* CF C = Copiers; F = Facsimile Machines

** Monthly Rates

Change No. 3

Page 3 of 5

STATE PROCUREMENT OFFICE
COPY MACHINES AND FACSIMILES VENDOR LIST

Change No.: 3

Effective Date: June 1, 1999

MAINTENANCE FOR:

√ **-COPIER PURCHASE & LTOP**

√ **-FAX-PURCHASE ONLY**

MAINTENANCE

VENDOR	MODEL NUMBER	C/F*	OAHU	HAWAII	MAUI	KAUAI	MONTHLY COPY ALLOWANCE	EXCESS COPY CHARGE
Copymasters	RC-2465	C	X	NR	NR	NR	0	.008
"	RC-4000d	C	X	NR	NR	NR	0	.0086
"	DP-2800+	C	X	NR	NR	NR	0	.012
"	Vi85	C	X	NR	NR	NR	0	.022
"	RC-5000d	C	X	NR	NR	NR	0	.0086
"	RC-1500df	C	X	NR	NR	NR	0	.0139
"	RC-2000d	C	X	NR	NR	NR	0	.0134
Hawaii Bus. Equipment	Muratec F-98	F	\$295.00/yr	\$295.00/yr	\$295.00/yr	\$295.00/yr	NA	NA
Lanier	5020	C	10.00/mo.	10.00/mo.	10.00/mo.	10.00/mo.	0	.0190
"	5025	C	10.42/mo.	10.42/mo.	10.42/mo.	10.42/mo.	0	.0190
"	5235	C	20.00/mo.	20.00/mo.	20.00/mo.	20.00/mo.	0	.0105
"	5245	C	20.00/mo.	20.00/mo.	20.00/mo.	20.00/mo.	0	.0105
"	5265	C	25.00/mo.	25.00/mo.	25.00/mo.	25.00/mo.	0	.0100
Xerox	5100A	C	1312.50/mo.	1312.50/mo.	1312.50/mo.	1312.50/mo.	75.000	.0133
"	DC220SX	C	100.00/mo.	100.00/mo.	100.00/mo.	100.00/mo.	0	.019
"	DC230SX	C	130.00/mo.	130.00/mo.	130.00/mo.	130.00/mo.	0	.019
"	5760D	C	X	X	X	X	0	.16
"	5765D	C	X	X	X	X	0	.16
Canon USA	CFXL35001F	F	22.00/mo.	22.00/mo.	22.00/mo.	NR	NA	NA

* CF C = Copiers; F = Facsimile Machines

Change No. 3

Page 4 of 5

STATE PROCUREMENT OFFICE
COPY MACHINES AND FACSIMILES VENDOR LIST

Change No.: 3

Effective Date: June 1, 1999

MAINTENANCE FOR:

√ **-COPIER PURCHASE & LTOP**

√ **-FAX-PURCHASE ONLY**

MAINTENANCE

VENDOR	MODEL NUMBER	C/F*	OAHU	HAWAII	MAUI	KAUAI	MONTHLY COPY ALLOWANCE	EXCESS COPY CHARGE
For Canon: See below for Maintenance Pricing for Oahu, Hawaii, and Maui								
			ZONE 1	ZONE 2	ZONE 3	NR		
			(0-25 miles)	(25-50) miles	(50+ miles)			
Canon USA	IR330S	C	\$131.00/mo.	\$139.00/mo.	\$157.50/mo.	NR	10,000	.01314
Canon USA	IR330S	C	246.00/mo.	261.00/mo.	285.50/mo.	NR	20,000	.01288
Canon USA	IR400S	C	205.00/mo.	222.50/mo.	244.00/mo.	NR	15,000	.01122
"	"	C	407.00/mo.	439.00/mo.	468.00/mo.	NR	35,000	.01074
Canon USA	IR600	C	308.10/mo.	410.60/mo.	449.00/mo.	NR	30,000	.00787
"	"	C	616.20/mo.	652.70/mo.	699.70/mo.	NR	60,000	.00787
"	"	C	852.30/mo.	894.30/mo.	950.30/mo.	NR	90,000	.00787

* CF C = Copiers; F = Facsimile Machines

Change No. 3
Page 5 of 5



STATE OF HAWAII
STATE PROCUREMENT OFFICE
HONOLULU, HAWAII

January 13, 1999

MEMORANDUM

TO: All Agencies

FROM: Procurement Officer

SUBJECT: Change No. 2
SPO Vendors List No. 99-12 (All Islands)
Copiers and Facsimile Machines Vendors List
(RFP-99-029-OHMK)

Make the following changes to the Copiers and Facsimile Machines Vendors List:

1. Pages 1 and 2. Change the address, etc. for Copymasters Hawaii, Inc. as follows:

96-1173 Waihona Street, Suite B-2
Pearl City, HI 96782-1932
Phone No.: 456-0710 Fax No.: 456-5678
2. Table A. Replace with Revised Table A dated 1/13/99 (attached).
3. Page 4. Under IKON Office Solutions delete Servco Integrated Office Technologies for the islands of Hawaii and Maui as IKON is no longer represented on these islands. Accordingly, delete all references to these islands on the pricing pages.

ROBERT J. GOVERNS, CPPB
Procurement Officer

CF VENDORS' LIST NO. 99-12 AT A GLANCE

VENDOR	PRODUCT LINE(S)	C-F*	PLAN**	OAHU	HAWAII	MAUI	KAUAI
Canon USA, Inc.	Canon Canon	C F	P-L-R P	Servco	Servco-Hilo Servco-Kona	Servco	NR
Chip & Wafer Office Automation	Okidata	F	P	Chip & Wafer	NR	NR	NR
Copymasters Hawaii, Inc.	Copystar	C	P-L	Copymasters	NR	NR	NR
Danka Office Imaging	Kodak	C	P-L	Danka	NR	NR	NR
Hawaii Business Equipment, Inc.	Savin Muratec Xerox	C F F	P-L-R P P	Hawaii Business Equipment	Stationers' Corporation	Maui Office Machines	Kauai Office Equipment
IKON Office Solutions, Inc.	Canon OCE Canon	C C F	P-L-R P-L-R P	IKON	NR	NR	IKON
Konica Business Technologies, Inc.	Konica	C	P	Electronic Business Systems	Kawon Enterprises	EMA/dba Maui Business Machines	EMA/dba Copier Assistance
Lanier Worldwide, Inc.	Lanier Lanier	C F	P-L-R P	Lanier	Lanier	Lanier	Lanier
Servco Integrated Office Technology	Ricoh Ricoh	C F	P-L-R P	Servco	Electronics Hawaii	Maui Office Machines	Kauai Office Equipment
Sharp Electronics Corp.	Sharp Sharp	C F	P-L-R P	Copiers Hawaii	Business Automation	Business Equipment	S & S Business Machines
Xerox Corp.	Xerox Xerox	C F	P-L-R P	Xerox Hi Copier Sys	Xerox-Hilo Xerox-Kona	Xerox Tri-Tech	Xerox

* C/F C = Copiers; F = Facsimiles

** P-L-R Procurement Plans Offered: P = Purchase; L = Lease; and R = Rent

NR = No representation on island

Table A

(Revised 1/13/99)

STATE OF HAWAII
STATE PROCUREMENT OFFICE
HONOLULU, HAWAII

December 1, 1998

MEMORANDUM

TO: All Agencies

FROM: Procurement Officer

SUBJECT: Change No. 1
SPO Vendors List No. 99-12 (All Islands)
Copiers and Facsimile Machines Vendors List
(RFP-99-029-OHMK)

Insert the attached pages (2) entitled "COPIER PURCHASE & LTOP" to Sharp Electronics Corporation's prices. These pages were inadvertently excluded from the Copiers and Facsimile Machines Vendors List.



ROBERT J. GOVERNS, CPPB
Procurement Officer

Vendor: Sharp Electronics Corporation**COPIER PURCHASE & LTOP**Effective Date: November 1, 1998**STATE PROCUREMENT OFFICE
COPY MACHINES AND FACSIMILES VENDOR LIST****Purchase & LTOP Pricing: MAXIMUM PRICES/RATES**

MODEL NUMBER	DESCRIPTION CPM - Volume/Mo.	PURCHASE	LEASE TO OWNERSHIP PLAN*				
			12 MO.	24 MO.	36 MO.	48 MO.	60 MO.
SF-2314	14/10K mo.	1067.00	96.10	51.14	35.08	NA	NA
SF-2414	14/10K mo.	1329.00	119.64	63.66	43.67	NA	NA
SF-2514	14/10K mo.	1540.00	138.63	73.76	50.61	NA	NA
SF-2216	16/15K mo.	1810.00	162.96	86.71	59.49	47.13	NA
SF-2020	20/25K mo.	2145.00	193.10	102.75	70.49	55.84	54.66
SF-2120	20/25K mo.	2398.00	215.94	114.89	78.82	62.44	61.13
SF-2025	25/35K mo.	2648.00	238.38	126.84	87.02	68.94	67.49
SF-2030	30/45K mo.	2935.00	264.24	140.60	96.46	76.42	74.80
SF-2040	40/55K mo.	3646.00	328.24	174.66	119.83	94.93	92.92
SF-2052	52/100K mo.	8306.00	747.87	397.94	273.02	216.29	211.72
SD-2060	60/125K mo.	11390.00	1025.56	545.70	374.39	296.60	290.33
SD-2260	60/150K mo.	12485.00	1124.16	598.16	410.39	325.11	318.25
SD-3062	62/150K mo.	14842.00	1336.34	711.06	487.84	386.47	378.31
SD-2275	75/200K mo.	14368.00	1293.72	688.39	472.29	374.15	366.25
SD-4085	85/250K mo.	24891.00	2241.19	1192.53	818.17	648.16	634.47
AR-5132	32/250K mo.	5920.00	533.02	283.62	194.58	154.15	150.90
AR-280	28/40K mo.	5288.00	476.14	253.35	173.82	137.70	134.79

Lease Termination Policy: See Attached

*Monthly Rates

For the island(s) of: all islands

Revised 8/10/98

STATE PROCUREMENT OFFICE

SPO VENDORS LIST NO. 99-12
(All Islands)

COPIERS AND FACSIMILE MACHINES VENDORS LIST
December 1, 1998 through May 31, 1999
(RFP-99-029-OHMK)

PURCHASE ORDERS

The State Procurement Office issued awards to the vendors listed below to furnish, deliver and install copiers and/or facsimile machines under this CF Vendors List. Ordering information is furnished on Pages 2 through 6. A listing of vendors, the product lines they represent, equipment offered, pricing plans, and island representation is attached (see Table A).

Agencies are instructed to obtain the appropriate Vendor Codes for remittance purposes from the "Alphabetical Vendor-Edit Table Report" available at your department's fiscal office, and annotate the vendor code on the purchase order.

Agencies are advised to retain a copy of this CF Vendors List should future reference to specific terms and conditions be necessary.

VENDORS AND ADDRESS

Canon U.S.A., Inc
2110 Washington Blvd., Suite 150
Arlington, VA 22204-5790

Chip & Wafer Office Automation Corp.
531 Waiakamilo Road
Honolulu, HI 96817

Copymasters Hawaii, Inc.
94-515 Ukee Street, Suite 201
Waipahu, HI 96797-4200

Danka Office Imaging
599 Kahelu Avenue
Mililani, HI 96782

Hawaii Business Equipment, Inc.
590-A Paiea Street
Honolulu, HI 96818

IKON Office Solutions, Inc.
560 N. Nimitz Hwy, Suite 215
Honolulu, HI 96813

Konica Business Technologies, Inc.
500 Day Hill Road
Windsor, CT 06095

Lanier Worldwide, Inc.
4429 Malaai Street, Suite 104
Honolulu, HI 96818

Servco Pacific Inc. dba
Servco Integrated Office Technology
2850 Pukoloa Street, Suite 101
Honolulu, HI 96819

Sharp Electronics Corporation
Sharp Plaza, Box B
Mahwah, NJ 97430

Xerox Corporation
841 Bishop Street, Suite 1100
Honolulu, HI 96813

SPO VENDORS LIST NO. 99-12
12/1/98 TO 5/31/99

VENDOR INFORMATION AND ORDERING INSTRUCTIONS

CANON U.S.A., INC.

Address and send Purchase Orders to:
Canon U.S.A., Inc.
P.O. Box 6517
Arlington, VA 22206

Remittance Address:
Canon U.S.A., Inc.
P.O. Box 79170
Baltimore, MD 21279-0170

For Emergency Ordering: Fax: 703/807-3819
For Expediting Shipment & Status of Shipment: Janet Roberts
Phone: 949/753-4455

Vendor's Representative: Mark Yachera
Phone: 949/753-4002 Ext. 6710

Direct Customer Service Requests to Servco Integrated Office Technology (SIOT):

2850 Pukoloa Street, #104 [Oahu]
Honolulu HI 96819
Phone: 837-0570

73-5563 Olowalu Bay A5 [Kona]
Kailua-Kona, HI 96740
Phone: 326-9447

101 Holomua Street [Hawaii]
Hilo, HI 96820
Phone: 935-5401

261 Lalo Street [Maui]
Kahului, HI 96732
Phone: 877-7331

CHIP & WAFER OFFICE AUTOMATION CORP.

Direct Customer Service Requests, Purchase Orders, Payments, etc., to:

531 Waiakamilo Road.
Honolulu, HI 96817
Phone: 842-5146 Fax: 842-7402

Vendor's Representative: Duane Tominaga

COPYMASTERS HAWAII, INC.

Direct Customer Service Requests, Purchase Orders, Payments, etc., to:

94-515 Ukee Street, Suite 201
Waipahu, HI 96797-4200
Phone: 678-2263 Fax: 678-2013

Vendor's Representative: Bernard Choy

DANKA OFFICE IMAGING

Direct Customer Service Requests, Purchase Orders, Payments, etc., to:

599 Kahelu Avenue
Mililani, HI 96782
Phone: 625-7031 Fax: 627-3399

Vendor's Representative: Vicki Whorton
Phone: 627-3581 Fax: 627-3399

HAWAII BUSINESS EQUIPMENT

Direct Customer Service Requests, Purchase Orders, Payments, etc., to:

590-A Paiea Street
Honolulu, HI 96819
Phone: 834-3636 Fax: 839-1880

Vendor's Representatives: George Medeiros and Colleen Yasuhara

For Customer Service on the neighbor island contact the following subcontractors:

Stationers Corporation [Hawaii]
280 Hookahi Street
Hilo, HI 96720
Phone: 935-5477 Fax: 935-6121

Kauai Office Equipment [Kauai]
2956 Aukele Street, #104
Lihue, Kauai 96766
Phone: 245-5633 Fax: 245-2080

Maui Office Machines [Maui]
708 Kanoelehua Avenue
Wailuku, Maui 96793
Phone: 242-8640 Fax: 242-8642

IKON OFFICE SOLUTIONS, INC.

Direct Customer Service Requests, Purchase Orders, Payments, etc., to:

560 N. Nimitz Hwy, Suite 215
Honolulu, HI 96817
Phone: 521-2679/677-2678 (Service)
Fax: 521-2440/677-4686 (Service)

Vendor's Representative: Hauoli Kim

For Customer Service on the neighbor islands contact the following:

Servco Integrated Office Technology [Hawaii]
101 Holomua Street
Hilo, HI 96720
Phone: 935-5401 Fax: 961-5522

IKON Office Solutions [Kauai]
4121 Rice Street, #305
Lihue, HI 96766
Phone/Fax: 245-1696

Servco Integrated Office Technology [Maui]
261 Lalo Street
Kahului, HI 96732
Phone: 877-7331 Fax: 871-6867

KONICA BUSINESS TECHNOLOGIES, INC.

Address and send Purchase Orders, Payments, etc., to:

500 Day Hill Road
Windsor, CT 06095

Vendor's Representative: Ken Scott
Phone: 800/456-6422, Ext. 1346
Fax: 602/948-7591
E-Mail: kscott9846@aol.com
Internet: WWW.KONICABT.COM

Direct Customer Service Requests to the following subcontractors:

Electronic Business Systems [Oahu]
444 Waikamilo Road
Honolulu, HI 96817
Phone: 848-0341 Fax: 842-0353

EMA/dba Maui Business Machines [Maui]
280 Hookahi Street
Wailuku, HI 96793
Phone: 242-8640 Fax: 242-8642

Kawon Enterprises, Inc. [Hawaii]
75-575 Kuakini Highway
Kailua-Kona, HI 96740
Phone: 326-1169 Fax: 329-4399

EMA/dba Copier Assistance [Kauai]
5828 D Kawaihau Rd.
Kapaa, HI 96746
Phone: 823-0166 Fax: 823-0166

LANIER WORLDWIDE, INC.

Direct Customer Service Requests, Purchase Orders, Payments, etc., to:

4429 Malaai St., #104
Honolulu, HI 96818

Phone: 423-9657 Fax: 422-5842

Vendor's Representative: Mark Chase

For customer service on the neighbor islands contact the following:

73-4786 Kanalani St. [Hawaii]
Kailua-Kona, HI 96740
Phone: 329-7001 Fax: 329-5355

4260 Rice St. [Kauai]
Lihue, HI 96766
Phone: 246-9531 Fax: 246-9498

291 Hookahi St. #107 [Maui]
Wailuku, HI 96793
Phone: 242-7694 Fax: 242-7211

SERVCO PACIFIC INC. dba SERVCO INTEGRATED OFFICE TECHNOLOGY

Direct Customer Service Requests, Purchase Orders, Payments, etc., to:

2850 Pukoloa Street, Suite 101
Honolulu, HI 96819
Phone: 837-0530 Fax: 837-0505

Contact Person: Tom Crockett
Phone: 837-0569 Fax: 837-0505

For Customer Service on the neighbor islands contact the following:

Electronics Hawaii, Inc. [Hawaii]
69 Lanihuli Street
Hilo, HI 96720
Phone: 935-3977 Fax: 961-4473

Kauai Office Equipment, Inc. [Kauai]
3184 Akahi Street
Lihue, HI 96766
Phone: 245-4061

Maui Office Machines, Inc. [Maui]
280 Hookahi Street
Wailuku, HI 96793
Phone: 242-8640 Fax: 242-8642

SHARP ELECTRONICS CORPORATION

Address and send Purchase Orders to:

Sharp Electronics Corporation
c/o (locally authorized Sharp Dealer)
Sharp Plaza, Box B
Mahway, NJ 07430

Vendor's Representative: Craig Pulver

Phone: 1/800/892-9204 ID#8200
Fax: 602/890-8167
E-mail: PULVERC@SHARPSEC.COM

Remittance Address:

Purchase

Sharp Electronics Corporation
P.O. Box 200647
Dallas, TX 75320-0647

Rentals & Leases

Sharp Capital Services
P.O. Box 371992
Pittsburgh, PA 15250-7992

For Customer Service, contact the following subcontractors:

Copiers Hawaii, Inc. [Oahu]
511 Kalihi Street
Honolulu, HI 96819
Phone: 847-1366
Fax: 847-0450
E-Mail: CHINCSLS@WURLDLINK.NET

Business Equipment Co., Inc. [Maui]
392 N. Market Street
Wailuku, HI 96793
Phone: 244-3252 Fax: 242-6556

Business Automation, Inc. [Hawaii]
507 E. Lanikaula Street
Hilo, HI 96720
Phone: 935-9355 Fax: 969-6932

S&S Business Machines Inc.
3088-A Aukele Street
Lihue, HI 96766
Phone: 245-9549

XEROX CORPORATION

Direct Customer Service Requests, Purchase Orders, Payments, etc., to:

841 Bishop Street, Suite 1100
Honolulu, HI 96813
Phone: 543-7133/536-4326 (service)
Fax: 543-9177/543-6285 (service)

Vendor's Representative: Ken Koike
Phone: 543-9133

For Customer Service, contact the following Xerox office on the neighbor islands:

160 Makaala Street [Hawaii]
Hilo, HI 96720
Phone: 935-8967 Fax: 885-5373

900 Eha Street, Suite 101 [Maui]
Wailuku, Maui 96793
Phone: 244-8086

75-5995 Kuakini Hwy [Hawaii]
Kailua Kona, HI 96740
Phone: 329-9533

4347 Rice Street [Kauai]
Lihue, HI 96766
Phone: 245-3511

UNIT PRICES

Unit Prices quoted by the vendors include delivery to destination (note that a few vendors quoted additional delivery charge(s) for certain locations), installation, maintenance during the warranty period, all costs **except** the Hawaii General Excise Tax, currently 4%.

"SPO VENDORS LIST NO. 99-12 should be noted on purchase orders issued against this CF Vendors List.

COMMITMENT TO PURCHASE

Pursuant to Section 3-121-6 HAR, it is mandatory that all agencies of the Executive Branch purchase from lists issued by the State Procurement Office. In addition, the Chief Procurement Officers of the Judiciary, the Department of Education, the University of Hawaii, the Senate, the House of Representatives, the Counties of Honolulu, Maui, Hawaii and Kauai have agreed and committed their agencies to this list. Individual CPOs may elect not to extend their commitment to this contract beyond the initial contract term specified herein.

Exceptions to Purchase Off the CF Vendors List. When the quality level or product design of items available herein are not suited to an agency's purpose, the purchasing jurisdiction's chief procurement officer may grant an exception to the agency. Executive Branch agencies shall request this exception on SPO Form-5 (dated 9/18/96 or later), "Request for Authorization to Purchase Outside of the State Procurement Office Price List".

USE OF PRICE LIST BY NONPROFIT ORGANIZATIONS

Pursuant to Section 103D-804, Hawaii Revised Statutes (HRS), nonprofit organizations with current purchase of service contract(s) (Chapter 42D or 103F, HRS) have been invited to participate in the State Procurement Office's (SPO) price lists.

If a nonprofit organization (hereinafter called "nonprofit") wishes to purchase from a SPO price list, the nonprofit must obtain approval from each price list vendor, i.e., participation must be mutually agreed upon. A price list vendor may choose to deny participation by a nonprofit. Provided, however, if a nonprofit and price list vendor mutually agree to this arrangement, it is understood that the nonprofit will retain its right to purchase from other than a price list vendor.

The State Procurement Office will inform vendor(s) of those nonprofits interested in participation at the time of award.

TERM OF CONTRACT

CF Vendors List contract shall be for the six (6) month period beginning December 1, 1998 through May 31, 1999. The contract may be extended by mutual agreement without the necessity of resoliciting for up to five (5) additional periods.

PROCUREMENT PROCEDURE UNDER THIS CONTRACT

State agencies are required to procure Copiers and Facsimile Machines from the vendors listed herein. Copiers and Facsimile Machines shall be procured in accordance with the following procedures issued by the State Procurement Office. Agencies are reminded that this contract cannot be used to purchase printers and scanners.

Qualifying Equipment. Copiers, Facsimile Machines, and Multi-Functional Equipment shall be acquired from the CF Vendors List. Agencies shall procure equipment options from the vendor supplying the basic equipment; e.g., if an agency requires a 20-bin stapler sorter, this option shall be purchased from and installed by the vendor who is supplying the basic equipment—even if this stapler sorter can be purchased from another vendor at a savings. Failure to follow this instruction may invalidate the equipment warranty; furthermore, the basic equipment supplier may elect not to provide maintenance on the equipment.

Types of Procurement Methods. Vendors offered various plans which the agencies may consider for their specific needs. Options offered for Copiers include Purchase, Rent (one to three-year periods), and/or Lease (one to five-year periods); however, for Facsimile Machines, only purchase plan is offered.

Those vendors offering the lease option have presented pricing for the \$1.00 buy-out plan. However, an agency may contact vendors and consider other leasing alternatives which may be in their best interest.

Agencies may engage in discussions with vendors to discuss various costs of acquiring copiers through any of the procurement options offered. However, agencies shall follow procurement instructions when requesting quotations for purchasing the equipment.

Trade-Ins. Although trade-ins are not part of the CF Vendors List but are offered on an open market basis, agencies seeking to replace or upgrade an equipment may inquire about the possibility of a trade-in. Vendors may apply the trade-in to the purchase price (cost of equipment minus open market trade-in allowance).

Manufacturing Status. The status of copiers offered under this CF Vendors are New, Remanufactured or Refurbished. All machines offered shall meet or exceed the requirements of Underwriters Laboratory (UL) and the Occupational Safety and Health Act (OSHA). Agencies may specify or request vendors provide manufacturing status of the equipment being considered.

a. New machines are units which have not been used previously and all parts in these units are new or it may contain some reprocessed parts or components that meet manufacturer's new parts or components performance standards.

b. Remanufactured and Refurbished copy machines are machines that are not new; i.e., outside of the definition of "new" in subparagraph a above.

STATE AGENCIES RESPONSIBILITIES

Agencies will be required to procure copiers and facsimile machines from the vendors listed herein and in accordance with the following procedures issued by the State Procurement Office.

Minimum Number of Quotations. Agencies are required to solicit a minimum of written quotations from vendors on the CF Vendors List as follows:

- a) At least one (1) quote for expenditures less than \$5,000;
- b) At least two (2) quotes for expenditures \$5,000 but less than \$15,000;
- c) At least three (3) quotes for expenditures of \$15,000 but less than \$50,000;
- d) At least five (5) quotes for expenditures of \$50,000 and greater. Also agencies must receive prior approval from their departmental Administrative Services (ASO) or Fiscal Officer (FO) or a designee before making their purchase at this expenditure level.

The total amount of the order (to include cost of equipment, accessories, maintenance, etc.) will determine the minimum number of written quotations the agency is required to solicit.

Consideration of Quotations. Agencies must consider all quotations received. Considering all factors, including but not limited to price, quality, warranty and delivery, purchase shall be made from the vendor with the most cost effective option, except in situations where the most cost effective option will fail to meet the needs of the agencies.

Failure to Receive Two (2) Quotations. Agencies which do not receive a minimum of two (2) quotations for product and pricing for expenditures of \$50,000 and greater, must receive Chief Procurement Officer approval before executing the procurement.

Uniform Request for Quotations (RFQ). Each agency is responsible for preparing a uniform request for product and pricing quotations and submitting the same request to all vendors.

Selecting Equipment. It is the responsibility of the Administrative Services Officer, Finance Officer or a designee within the agency to determine which of the copiers or facsimile machines offered best meets the needs of the agency and provides the most economical copier or facsimile machine overall.

VENDORS RESPONSIBILITY

Vendors responsibility under the CF Vendors List shall include, but not be limited to, the following.

Limitation on Product Lines. Each vendor is limited to representing the following maximum number of manufacturer product lines on the CF Vendors List: three for Copy Machines; and three for Facsimiles. In response to an agency's RFQ, vendor may submit only one quote regardless of the number of manufacturer product lines represented by the vendor. Vendors may add and/or delete manufacturer product lines with SPO approval; however, the total number of product lines shall not exceed three (3) for each equipment.

Assisting Agencies. Upon request vendors shall assist the agencies in determining the most appropriate and economical type of office copier or facsimile machine for a given application. Underestimating or overestimating the copying and facsimile capabilities required may lead to

obtaining equipment that do not satisfy the needs of the activity and may result in higher than necessary copier and/or facsimile costs and a dissatisfied customer.

Vendor shall assist the agencies to determine the various costs of acquiring copying machines through any/all of the procurement options offered herein by the vendor. Determining agency's costs should be based on the best available information and estimates, including any factor(s) peculiar to the copy machine(s) under consideration.

Vendors Responsibility to Provide Quotations. Vendors are required to provide written quotations on the form(s) provided by the agencies. For expenditures less than \$15,000, vendors are required to provide written quotations within three (3) business days of written agency request. For expenditures \$15,000 and greater, vendors are required to provide written quotations within five (5) business days of written agency request. Notwithstanding the foregoing, agencies may request vendors provide quotations sooner than specified. If a vendor is unable to provide a quotation, he shall advise agency reason for a negative response. Vendors who fail to fulfill the response requirement shall be reported to the SPO.

Pricing, Updates and/or Changes. Vendor shall not be allowed to increase the price of any copier and/or facsimile machine on the CF Vendors List; however, reduction on machines on the vendor list may be offered directly to agencies. Vendor shall notify the SPO of any updates and/or changes to any machine on the CF Vendors List. Vendor is required to submit a request and price(s) in the accepted format of the vendor's price listing along with equipment catalog/brochure. SPO will review the request and issue a change to the CF Vendors List to incorporate any updates, changes or new equipment.

Promotions and Discounts on listed equipment may be made directly to the agencies.

Training of Agency Personnel. Vendor shall provide, at no additional cost to the agency, qualified personnel to instruct agency personnel in operating the equipment.

MAINTENANCE

Full Service Maintenance. Vendors shall provide maintenance service for the expected useful life of the equipment. The expected useful life for copiers shall be as follows: five (5) years for less than 50 copies per minute; seven (7) years for minimum 50 copies per minute. The expected useful life for facsimile machines shall be seven (7) years.

Maintenance Pricing. The cost of maintenance for Purchase and Lease machines is priced as a separate item from the equipment. For Rental copiers, the cost of maintenance is included in the rental rate and/or reflected in the excess copy charge.

Full service maintenance (FSM) for copiers and facsimile machines shall include the cost and labor for the replacement of the drum, photoconductor, masters and like transfer materials (e.g., organic photoconductors, print/drum/copy cartridges, etc.), as appropriate and applicable. Vendor shall

make all necessary repairs and adjustments of the equipment, including replacement of all parts (including cleaning of blades, rollers, etc.) without additional charge to keep the equipment in good working condition in accordance with manufacturer's standards and specifications. Maintenance service shall also include but not be limited to lubrication and cleaning as necessary, and as follows:

- a) **FSM for One-Color Copiers** also includes all supplies/consumables (toner, developer, fuser lubricants, print/drum/copy cartridges, waste toner containers, staples, etc.), **except** paper;
- b) **FSM for Color Copiers** also includes all supplies/consumables (developer, fuser lubricants, print/drum/copy cartridges, waste toner containers, staples, etc.) **except** toner and paper;
- c) **FSM for Facsimile Machines** does not include consumables.

Cost of full service maintenance for purchase and lease machines shall be firm for a period of one (1) year from the effective date of the CF Vendors List. Annual maintenance charge increases, if any, shall not exceed any increase negotiated with Federal GSA annually on a percentage basis, and further, shall not exceed 10% each year for the expected useful life of the equipment. Should the vendor not negotiate a maintenance agreement with the Federal GSA, any annual cost increase for the period shall not exceed the average cost on a percentage basis negotiated by the Federal GSA with vendors of like equipment, and also shall not exceed 10% each year for the expected useful life of the equipment.

Minimum Response Time Required for Corrective Maintenance Requests.

- a. Response Time: The Vendor shall acknowledge receipt of any call for corrective on-site service within TWO (2) hours;
- b. Resolution Time: Remedial service shall be completed within EIGHT (8) working hours after receipt of trouble call.

If the problem cannot be resolved within the times indicated, the vendor shall inform the user agency of the reasons of the delay and provide an estimated completion time. If the vendor's reason for delay is determined to be inexcusable, the vendor may be required to provide the agency with an acceptable substitute equipment.

CONTRACT EXTENSION(S) FOR RENTAL MACHINES

Copy machines rented under this contract may be extended beyond the rental period upon written mutual agreement provided that price escalation, if any, during the extended periods shall not be more than five (5) percent for each of the previous year's contract price. Automatic renewals by vendors shall not be binding on the agency.

QUALITY

All equipment supplied shall be labeled and/or embossed with the manufacturer's name, logo, serial number, and/or part number. It shall be free from defects which may render it unfit to use.

Damaged or rejected items must be immediately removed from the site and replaced with items of the quality required by these specifications, at no cost to the State.

Failure to replace or to remove any rejected items shall not relieve the vendor from the responsibility imposed upon it by the contract.

The ordering agency may, at any time, by written order, stop the delivery of equipment not conforming to these specifications. Such stop order shall not relieve the vendor of its obligations to complete its work within the contract time limits, nor shall it in any way terminate, cancel, or abrogate the contract or any part thereof.

WARRANTY

Vendor shall warrant all new equipment furnished hereunder for a period of ninety (90) days after acceptance by agency or as stated in the contractor's standard commercial warranty, whichever is longer. The vendor warrants all new equipment furnished to be free from defects in workmanship, material and against all design and manufacturing defects.

Vendor shall warrant all remanufactured and refurbished copy machines for a period of thirty (30) days after acceptance by agency or as stated in the contractor's standard warranty for refurbished copiers, whichever is longer.

During the warranty period, the vendor shall replace any defective workmanship and/or part(s) with equal or better parts. All warranty work shall be performed at installation site at no cost to the State during the warranty period, provided such defects are not due to abuse or negligence on the part of the State.

TERMINATION BY THE STATE

State agencies that do not want to keep their rental copier beyond the mutually agreed upon period, should notify the Contractor in writing at least thirty (30) days before the end of the period. Machines removed prior to the end of the mutually agreed upon period may be subject to the Contractor's standard termination clauses, unless removal is due to any of the conditions stated herein.

A rental agreement may be terminated by the State without penalty anytime during the extended period upon thirty (30) days written notice. Subsequent termination charge, if any, for machines under written extension agreement, will be no more than either two times the monthly minimum charge in effect of the time of termination, or as provided by the manufacturer's copy equipment price list, whichever is less.

Any lease agreement cancelled prior to the mutually agreed upon period will subject the State agency to termination charges which offeror shall furnish with his proposal. However, the termination charges will not exceed the vendor's ordinary lease termination charges effective at the time of State's termination request.

It is understood and agreed that the State may terminate the rental or lease of any copier upon thirty (30) days written notice without penalty, for reason of:

- a) Non-satisfactory performance of equipment as evidenced by documented failure

of equipment to perform and the supplier's inability to correct the defect(s);

- b) Disbanding of the using agency by the State government; or
- c) Upon notice as soon as possible of the non-availability of funds due to the State's failure to appropriate such funds.

In the event of termination due to the lack of the appropriation of funds, it is understood that such termination shall be effective subsequent to June 30 of the fiscal year preceding the fiscal year for which no appropriation is made, and further, that the agency involved will not acquire a similar copier from any other supplier.

DELIVERY AND SITE PREPARATION

Delivery shall be completed within sixty (60) calendar days after receipt of the purchase order. However, if the need exists, the agency may specify a shorter delivery requirement; this requirement shall be specified in the request for quotation(s).

The agency shall at its own expense be responsible for having the site for the equipment cleared and prepared and shall provide the required electrical service. The vendor shall deliver and set the equipment in place, make the final connection between the component units and shall provide performance and safety testing to ensure that the equipment is in proper operating condition.

When adequate access is not available at destination, agency shall include this information in the RFQ; vendor shall include this additional cost, if any, in the RFQ.

PAYMENT

Section 103-10, HRS, provides that the State shall have thirty (30) calendar days from receipt of invoice or satisfactory delivery of goods or performance of services to make payment. For this reason, the State will reject any offer submitted with a condition requiring payment within a shorter period. Further, the State will reject any bid submitted with a condition requiring interest payments greater than that allowed by Section 103-10, HRS, as amended.

The State will not recognize any requirement established by the Contractor and communicated to the State after award of the contract, which requires payment within a shorter period, or interest payments not in conformance with statute.

LIST AVAILABLE ON HAWAII FYI

Agency with a computer and modem may retrieve a copy of this vendors list via the State's **Hawaii FYI** electronic gateway by dialing the following modem number:

Hawaii	974-6640
Kauai	274-3600

SPO VENDORS LIST NO. 99-12
12/1/98 TO 5/31/99

Maui	984-2000
Oahu	587-4800

At the main menu select *Hawaii Internet Services Menu*, then click on *State Price Lists* for the current listing. If assistance is required to access Hawaii FYI, call the ICSD Assistance Center at 586-1919 from Oahu and 1-800-252-1132 from the neighbor islands.

This vendors list is also available on the **Internet** at "<http://www.hawaii.gov/icsd/dags/prices/pricelst.html>".
INQUIRIES

Questions relating to this vendors list may be directed to Caroldynne Yamashita of the State Procurement Office, telephone 808/586-0566, facsimile 808/586-0570.

ROBERT J. GOVERNS, CPPB
Procurement Officer

Attachments: Table A
Vendors Price Listing